



Winchendon Police Department

80 Central Street

Winchendon MA 01475



David P. Walsh
Chief of Police

Office: 1-978-297-1212
Fax: 1-978-297-4945

DETAIL INTAKE FORM

Person making Request: _____ Company: _____

Location: _____ Date: _____ Time: _____

Officer(s): _____

Billing Address: _____

Town: _____

State: _____ Zip: _____

Contact Person: _____ Phone: _____

The current detail rate is \$47.98. There is a minimum of four (4) hours. After four (4) hours, time is billed at eight (8) hours. After eight (8) hours, each two (2) hour increment is billed at time and one half (1 ½) times the detail rate.

Please remind the person making the detail request that the detail needs to be cancelled four (4) hours before the start time or they are responsible for the four (4) hour minimum.

Ten Percent Administration Fee

State Agency Town Agency Private Agency (working for the State) Private Agency

** Any Town Agency must supply an account number that the detail is being taken from.
** ACCOUNT NUMBER _____ TOWN DEPART. _____